

## DEPARTMENT OF FIRE SERVICES

Division of Fire Safety



FY 2015 S.A.F.E. and Senior SAFE Grants

## EXECUTIVE OFFICE OF PUBLIC SAFETY & SECURITY

DEPARTMENT OF FIRE SERVICES

Due October 7, 2015

STUDENT AWARENESS OF FIRE EDUCATION & SENIOR SAFE
GRANT APPLICATION FY 2015



Deval L. Patrick Governor Andrea J. Cabral Secretary of Public Safety & Security

Stephen D. Coan State Fire Marshal

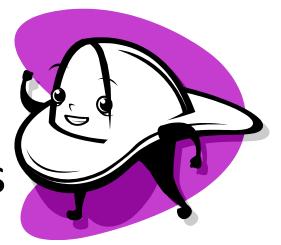


## The On-Line Fillable Grant Application

- Fire Departments can submit the grant application by October 7, 2014 by either mailing the completed application to DFS, or:
- Emailing the completed application to <u>Cynthia.ouellette@state.ma.us</u>, <u>david.demarco@state.ma.us</u> or brian.e.joyce@state.ma.us
- Make sure you save your work to your computer and then when competed email the grant.
- This is a Pass/Fail application all forms that apply to the grant must be filled out.
- Incomplete applications will be emailed back to the department or one of the S.A.F.E. Coordinators will call.
- If a department emails the grant application, a wet signature page must be mailed to us. See page 38/39 of the grant application.

## Part 1

- Purpose
- Program period
- Submission Requirements
- Deadline for submissions
- Tier amounts

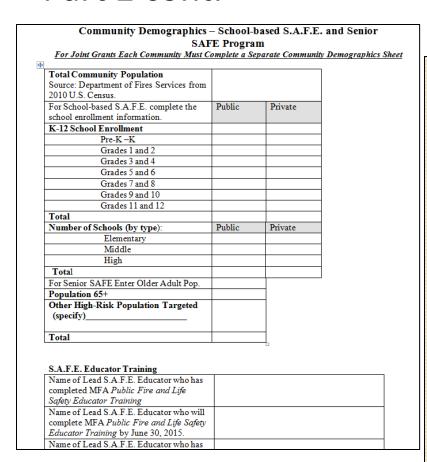


## Part 2 – The Fillable Forms: Required Information

#### Community Data Sheet

For Joint Grants Each Community Must Complete a Separate Community Data Sheet

4 Preparer Information			
Name			
Title			
little			
Organization Name			
Address			
City			
State			
Zip			
Business Phone			
Business Florie			
Email			
FDID Number			
FDID Number			
Category: School-Based	S.A.F.E.		
Senior SAFE			
School AND S	Senior SAFE		
School-Based SAFE Grant A	Amount Requested :	\$ 	
Senior SAFE Grant Amount	Requested:	\$ 	Insert amount
Total SAFE Grant Amount I	Requested:	\$	
			of both grants and
			total.



then hit search Massachusetts Department of Elementary and Secondary Education (ESE School/District Profiles School/District Administration Quick Search... **Profiles Home** Search/Dire/ What's new in Profiles: There are no Profiles Headlines at t Locate a School, District or Program, Create a Directory Select Organization Type: Public School District The Massachusetts Department of Elementary and Seconda variety of data from schools and districts in the state, some c a School or District Profile Directories, reports and people fro organizations can also be found here. Search for your School's Report Card: Search

Type in Public School District

Search · Site Inde

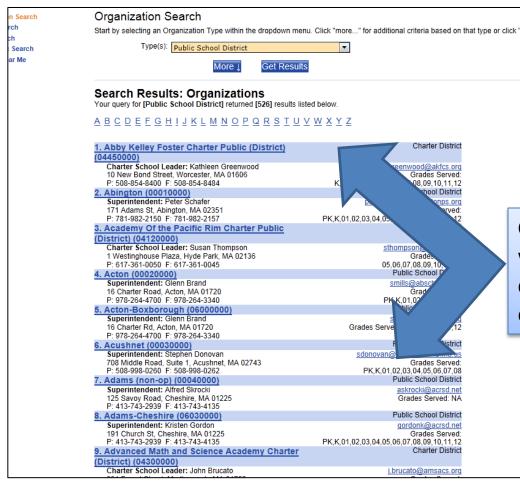
To find out the school enrollment,

go to the Massachusetts Department of Elementary and Secondary Education web site and click on School/District Profiles.

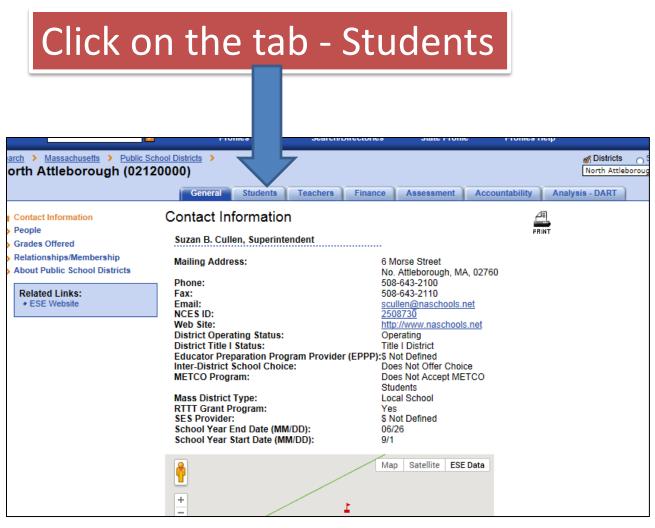
Massachusetts Department of

**Elementary and Secondary Education** 





Go to town that you are writing the grant for. (either click on the letter or scroll down to your town)



#### **Enrollment Data**



Enrollment by Race/Ethnicity (2013-14)					
Race	% of District	% of State			
African American	2.3	8.7			
Asian	5.2	6.1			
Hispanic	3.1	17.0			
Native American	0.1	0.2			
White	86.6	64.9			
Native Hawaiian, Pacific Islander	0.0	0.1			
Multi-Race, Non-Hispanic	2.7	2.9			

Enrollment by Gender (2013-14)					
	District	State			
Male	2,355	489,422			
Female	2,290	466,317			
Total	4,645	955,739			

You will find your enrollment numbers to fill out your school demographics page.

Enrollment by Grade (2013-14)																	
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	CT	Total
Allen Avenue	0	27	46	45	47	40	0	0	0	0	0	0	0	0	0	-	205
Amvet Boulevard	0	43	75	69	66	61	71	0	0	0	0	0	0	0	0	-	385
Community	0	63	51	47	39	52	78	0	0	0	0	0	0	0	0	-	330
<u>Falls</u>	0	32	53	34	46	45	51	0	0	0	0	0	0	0	0	-	261
Joseph W Martin Jr Elementary	0	77	118	107	100	121	115	0	0	0	0	0	0	0	0	-	638
North Attleboro High	0	0	0	0	0	0	0	0	0	1	282	300	318	288	7	-	1,196
North Attleborough Early Learning Center	126	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-	126
North Attleborough Middle	0	0	0	0	0	0	0	392	418	414	0	0	0	0	0	-	1,224
Roosevelt Avenue	0	47	50	47	42	47	47	0	0	0	0	0	0	0	0	-	280
District	126	289	393	349	340	366	362	392	418	415	282	300	318	288	7	-	4,645



# Total For Senior SAFE Enter Older Adult Pop. Population 65+ Other High-Risk Population Targeted (specify) Total

#### S.A.F.E. Educator Training

Name of Lead S.A.F.E. Educator who has completed MFA *Public Fire and Life* Safety Educator Training

Name of Lead S.A.F.E. Educator who will complete MFA *Public Fire and Life Safety Educator Training* by June 30, 2015.

Name of Lead S.A.F.E. Educator who has completed MFA *Public Education Presentation Training*.



You can find the data at

The <u>S.A.F.E. Grant Application and Year End Forms website at DFS</u> Please also fill in the PFALSE educator or the person who will be trained by the end of the fiscal year.



## Part 2 cont. Budget page

Budget Category	Description	School- Based Budget Amount	Senior S.A.F.E. Budget Amount
Salary	To defray personnel costs incurred as a result of a commitment to S.A.F.E., such as replacement costs of firefighters dedicated to S.A.F.E. program initiatives. Compensation paid to employees engaged in activities affiliated with this grant may include regular salary, replacement salary, overtime, overtime replacement and other salary benefits.		
Training	To provide training of personnel in any nationally recognized fire safety curriculum. Training courses and seminars sponsored by the Department of Fire Services are available. Typical expenses in this category include tuition, S.A.F.E. related in-state travel or lodging, and meal expenses. This-includes training conducted by the fire department which should be listed under personnel costs.		
Equipment	Costs associated with the purchase and installation of equipment affiliated with this grant. To purchase or lease equipment to support and enhance S.A.F.E. efforts such as televisions, DVD players, and camcorders. For the Senior SAFE Program, funds may be used to purchase smoke alarms, carbon monoxide alarms, replacement batteries, tools such as drills and step ladders for installation, highend heat limiting devices for stoves, in-hood stove top fire extinguishers, house numbers, nightlights, and other similar fall prevention devices.		
Materials & Supplies	Costs associated with any materials or supplies affiliated with the grant including: program curriculum, workbooks, DVDs, videos, handouts, classroom supplies, T-shirts, bumper stickers, and other educational or promotional materials.		
Other	To purchase miscellaneous and/or incidental items related to the successful implementation of the S.A.F.E. program.		
Total	The Total should be the total amount you are eligible to apply for in your tier. See page 2 of the instructions for the tiers.		

Include what you plan on spending for the year. Keep in mind that Senior SAFE is a separate grant. Budget accordingly.

If you have not spent all of your previous year's money, indicate the balance here. Note that it is 2013 money. This should be eturned immediately to DFS.

Balance of Unexpended FY 2013 Funds

\$\_\_\_\_

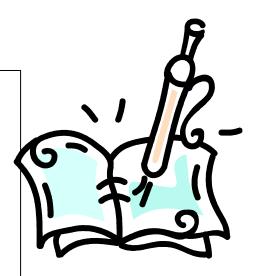


**DEPARTMENT OF FIRE SERVICES**Division of Fire Safety

#### SCHOOL-BASED S.A.F.E. PROGRAM MISSION STATEMENT

The Student Awareness of Fire Education (S.A.F.E.) program is a fire and life safety education program.

It to equip elementary, intermediate, and high school students with skills for recognizing the dangers of adding the fire risks of smoking materials. The core school-based program is taught by specially trained ers. Many of the firefighters are trained emergency medical technicians who have seen the catastrophic



These must be signed by the designated officials.

#### SENIOR SAFE PROGRAM MISSION STATEMENT

The Senior SAFE program is a fire and life safety education program designed to improve the safety of older adults in Massachusetts through education addressing the unique fire risks for this age group. These risks include smoking, home oxygen use, cooking, electrical, and heating dangers. The program is taught by specially trained firefighters. Many of the firefighters are trained emergency medical technicians who have seen the catastrophic effects of smoking-induced illnesses and the dangers of fire associated with home medical oxygen use.



Program Goals: (0	One page limit for each grant application.)
	What are your goals for the program?

2-3 goals.

#### Program Objectives: (One page limit for each grant application.)

What do you want your community members (students, adults, etc.) to know or be able to do as a result of your program?



Program Narrative: School-based S.A.F.E. (2 page limit for each grant application.)
See page 20 for specific required information.

You must include: target audience, how many classrooms you intend to visit and how often, presentation style will you use, key fire safety behaviors you will teach, curricula you will use, evaluations (copies of both student and instructor evaluations must be included in the application), how you plan to cover the risks of smoking, and an explanation about how this is a 50% school-based grant.

#### Page 1

This is the greatest change from previous years. Your narrative will need to be expanded. This is the meat of your grant. If you refer to page 20 you will see the guidelines for the narrative.

Please List Other Community Education Activities:

Activity	Topics to be covered/Key fire safety behaviors
Care Provider Programs (e.g. Parents, Babysitters, School Advisory Councils) Please describe.	
After School Programs	
Seniors/Older Adult Programs (If applying for a Senior SAFE Program grant as well, leave this blank.)	
Anti-tobacco Initiatives	
Community Presentations	
Special Education Curriculum	
Health Fairs	
Fire Department Open House	
Other	

This form must be filled out for someone who is receiving a planning grant.

## Part 3 – Joint Grants

#### Joint Agreement Between

The Department of Fire Services

#### And

#### The S.A.F.E (Student Awareness of Fire Education) Grant Recipients

#### Senior SAFE Grant Recipients

(To be completed only by Communities/ Districts submitting joint applications)

Joint Grants must be filled out with all partners working together.





Both

#### FY 2015 School-based S.A.F.E. Planning Grant Application

#### Requirements:

Those applying for a planning grant should request \$1,500; however, actual awards will be determined based on available funds.

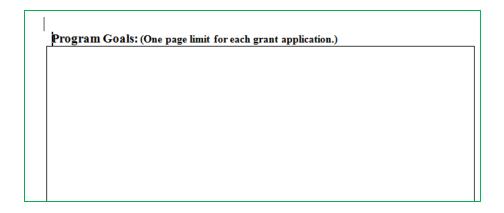
- Please complete pages 6, 7, 9 and 17 from the S.A.F.E Program Grant Application.
- One lead S.A.F.E. educator must have completed the Massachusetts Firefighting Academy's Public Fire and Life Safety Educator course by June 30, 2015.
- · Your program must have at least one school-based and one community-based activity.
- Answer these questions:
  - 1. Is the fire department current through June 2014 with its MFIRS reporting requirements? Yes No
  - 2. Is at least one classroom-based activity planned? Yes\_\_\_\_ No\_\_\_
  - 3. Is at least one community program planned? Yes\_\_\_\_ No\_\_
  - 4. Name of the lead S.A.F.E. Educator who has completed (or will complete by 6/30/15) the 5-day Public Fire and Life Safety Educator course.

Departments that have not received a grant in more than 5 years can apply for a planning grant. The following year They will be eligible for the full amount.



## Part 4 - Senior SAFE

- Include program goals
- Include program objectives



#### Program Objectives: (One page limit for each grant application.)

What do you want your community members (students, adults, etc.) to know or be able to do as a result of your program?

Program Narrative: Senior SAFE (2 page limit for each grant application.)





As with the school based grant, this is the meat of your application. Refer to the guide to identify what needs to be included.



## Part 3 - Scoring

Scoring Guide for Grants

This plan must include all of the		1		Met All Requirement				
This plan must include all of the			Reviewers will read th	ne grant,				
following:			and score based on w has included. If a gran	•				
Part 1 Demographics	 		the required informat					
PFALSE Trained Member			will be sent back for c	orrections.				
Name: Or: Name of member of complete PFALSE by June 30, 2015	 							
Past Year-end Reports Complete	 			1				
MFIRS Complete			<i>y</i>					
Budget Page Signed by the Chief	 7			- 4				



## Once completed, save the grant application to your computer before emailing!

Any Questions? contact:

david.demarco@state.ma.us brian.e.joyce@state.ma.us cynthia.ouellette@state.ma.us